July 20,2021

Don Hardy
Planning Director
CITY OF CANBY
222 NE 2nd Avenue

Subject: Canby Beer Library, 292 N. Holly St. – Design Review Submittal

Dear Don,

Canby Library Holdings LLC is pleased to submit for Design Review approval for the above-referenced property to develop a commercial mixed-use project in accordance with the C-1 Downtown Commercial Zone and the Downtown Canby Overlay. The project site is currently occupied by a one-story unreinforced masonry building, formerly home to the Canby Library but unused in recent years. The proposed development is an adaptive reuse of the old Library and includes substantial upgrades to achieve current lateral and seismic code compliance. The proposed project will bring multiple new active uses to Downtown Canby, including retail sales and services, restaurant, drinking, and pub uses. In addition, the proposed project will dramatically enhance the streetscape by adding multiple new commercial retail storefront entries and several large, roll-up glazed doors along both N. Holly Street and NW 3rd Avenue sidewalks providing usable pedestrian space with opportunities for outdoor seating and other meaningful pedestrian experiences. The proposed building also provides a 1587 sq. ft. partially covered roof terrace with an exposed heavy timber roof structure. This roof terrace will be enjoyed by patrons experiencing both this dynamic outdoor space and views to adjacent city blocks and Wait Park.

Please accept this letter and included narrative responses to each Canby Zoning Code item we have found applicable to the proposed project. Our Design Review submittal also includes, under separate cover, the project's architectural drawings for your use during the Design Review process. We are excited to present this proposed development and the opportunity to create a unique project that furthers Canby's goals and objectives for high-quality adaptive reuse to serve the community. Should you have any questions or need additional clarification, please contact me at 971-373-7771 or bryce@ocbeerco.com.

Sincerely,

Bryce Morrow
CEO, Canby Library Holdings LLC

CANBY ZONING CODE

Chapter 16.10
OFF-STREET PARKING AND LOADING
Sections

16.10.010 Off-street parking required – exceptions.

A. At the time of establishment of a new structure or use, change in use, or change in use of an existing structure, within any planning district of the city, off-street parking spaces and off-street loading berths shall be as provided in this and following sections, unless greater requirements are otherwise established by the conditional use permit or the site and design review process, based upon clear and objective findings that a greater number of spaces are necessary at that location for protection of public health, safety and welfare. A lesser number of spaces may be permitted by the Planning Commission based on clear and objective findings that a lesser number of parking spaces will be sufficient to carry out the objective of this section.

Response: ***Off-street parking is not required for the subject property per item B below. Off street loading is provided, see response for item 16.10.060.A.***

B. No off-street parking shall be required for any use permitted outright within the C-1 zone in the rectangular area bounded by N. Ivy Street on the east, NW First Avenue on the south, N. Elm Street on the west, and NW Third Avenue on the north.

Response: ***The subject property is within the referenced sub-area of the C-1 zone, therefore off-street parking is not required for the subject property.***

C. At the time of enlargement of an existing structure or use, the provisions of this section shall apply to the enlarged structure or use only. (Ord. 1304, 2009; Ord. 1237, 2007; Ord. 890 section 9, 1993; Ord. 872, 1992; Ord. 854 section 2, 1991; Ord. 848, Part V, section 1, 16.10.010(A)(B), 1990)

Response: Not applicable.

16.10.030 General requirements.

A. Should the owner or occupant of a structure change the use to which the building is put, thereby increasing parking or loading requirements, the increased parking/loading area shall be provided prior to commencement of the new use.

Response: Off-street parking is not required for the subject property per 16.10.010.B.

B. Parking and loading requirements for structures not specifically listed herein shall be determined by the City Planner, based upon requirements of comparable uses listed.

Response: Off-street parking is not required for the subject property per 16.10.010.B.

C. In the event several uses occupy a single structure, the total requirements for off-street parking shall be the sum of the requirements of the several uses computed separately. If the applicant can demonstrate that the uses do not have overlapping parking needs (based on days and hours of operation) and can share parking, the total requirement for combined uses may be reduced by up to 60 percent.

Response: Off-street parking is not required for the subject property per 16.10.010.B.

D. Off-street parking spaces for dwellings shall be located on the same lot, or adjacent lot, with the dwelling. Parking spaces located within an on-site garage shall count toward the minimum parking requirement for residential uses. Other required parking spaces may be located on a separate parcel, provided the parcel is not greater than five hundred (500) feet from the entrance to the building to be served, measured along the shortest pedestrian route to the building. The applicant must prove that the parking located on another parcel is functionally located and that there is safe vehicular and pedestrian access to and from the site.

Response: Not applicable. This item is for residential developments.

E. Required parking spaces shall be available for the parking of operable passenger automobiles of residents, customers, patrons and employees and shall not be used for storage of vehicles or materials or for the parking of trucks used in conducting the business.

Response: Off-street parking is not required for the subject property per 16.10.010.B.

F. Institution of on-street parking shall not be allowed for off-street parking, where none is previously provided, and shall not be done solely for the purpose of relieving crowded parking lots in commercial or industrial planning districts.

Response: Not applicable.

G. Parking facilities may be shared by users on adjacent parcels if all of the following standards are met, or the Planning Commission determines a lesser combination meets the intent of the ordinance:

1. One of the parcels has excess parking spaces, considering the present use of the property; and the other parcel lacks sufficient area for required parking spaces. Excess parking spaces can be determined by considering when the uses need the parking spaces, such as time of day or day of week.

2. The total number of parking spaces meets the standards for the sum of the number of spaces that would be separately required for each use. If the applicant can demonstrate that the uses do not have overlapping parking needs (based on days and hours of operation) and can share parking, the total requirement for combined uses may be reduced by up to 60 percent.

3. Legal documentation, to the satisfaction of the City Attorney, shall be submitted verifying present use of the excess parking area on one lot by patrons of the uses deficient in required parking areas.

4. Physical access between adjoining lots shall be such that functional and reasonable access is provided to uses on the parcel deficient in parking spaces.

5. Adequate directional signs shall be installed specifying the joint parking arrangement.

Response: Not applicable.

H. The number of vehicular spaces required in Table 16.10.050 may be reduced by up to 10% if one of the following is demonstrated to the satisfaction of the Planning Director or Planning Commission:

1. Residential densities greater than nine units per gross acre (limit parking to no less than one space per unit for multi-family structures); or

2. The proposed development is pedestrian-oriented by virtue of a location which is within convenient walking distance of existing or planned neighborhood activities (such as schools, parks, shopping, etc.) and the development provides additional pedestrian amenities not required by the code which, when taken together, significantly contribute to making walking convenient (e.g., wider sidewalks, pedestrian plazas, pedestrian scale lighting, benches, etc.). (Ord. 890 section 10, 1993; Ord. 854 section 2 [part], 1991; Ord. 848, Part V, section 16.10.030, 1990; Ord. 1043 section 3, 2000; Ord. 1338, 2010)

Response: Not applicable.

16.10.040 Prohibited near intersections.

In no case will off-street parking be allowed within a vision clearance area of an intersection. (Ord. 740 section 10.3.10(D), 1984)

Response: Not applicable.

16.10.050 Parking standards designated.

The parking standards set out in Table 16.10.050 shall be observed. (Ord. 854 section 2, [part], 1991; Ord. 848 section 1, 16.10.050, 1990; Ord. 740 section 10.3.10(E), 1984; Ord. 981 section 20, 1997)

(TABLE 16.10.050 has been omitted)

Response: Not applicable. Off-street parking is not required for the subject property per 16.10.010.B.

16.10.060 Off-street loading facilities

A. The minimum number of off-street loading berths for commercial and industrial uses is as follows:

SQUARE FEET OF FLOOR AREA	NUMBER OF BERTHS
Less than 5,000	0
5000 – 25,000	**1**
25,000 – 60,000	2
60,000 and over	3

Response: ***One (1) off street loading berth is provided in the public R.O.W. alley along the south side of the property. Ground level doors at the project's south (alley-facing) façade are provided for loading operation. The area provides a loading berth meeting the 13' x 35' minimum size. The loading berth is not covered, therefore exceeds the minimum clear, unobstructed height of 14'.***

B. Loading berths shall conform to the following minimum size specifications:

1. **Commercial uses – 13' x 35'**
2. Industrial uses – 12' x 60'
3. **Berths shall have an unobstructed minimum height of 14'.**

Response: ***See Item A above.***

C. Required loading areas shall be screened from public view, from public streets, and adjacent properties by means of sight-site obscuring landscaping, walls or other means, as approved through the site and design review process.

Response: Not applicable.

D. Required loading facilities shall be installed prior to final building inspection and shall be permanently maintained as a condition of use.

Response: ***The loading berth will be maintained for ongoing useful loading operations.***

E. A driveway designed for continuous forward flow of passenger vehicles for the purpose of loading and unloading children shall be located on the site of a school or day care center having a capacity greater than twenty-five (25) students.
Response: Not applicable.

F. The off-street loading facilities shall, in all cases, be on the same lot or parcel as the structure they are intended to serve. In no case shall the required off-street loading spaces be part of the area used to satisfy the off-street parking requirement.
Response: Not applicable.

G. The Planning Commission may exempt a building from the loading berth requirement, or delay the requirement, based on findings that loading berths are not needed for a particular building or business. (Ord. 854 section 2[part], 1991; Ord. 848, Part V, section 1, 16.10.060, 1990; Ord. 1237, 2007)
Response: ***One (1) off street loading berth is provided.***

16.10.070 Parking Lots and Access
Response: Not applicable.

16.10.080 Street Tree Plan
A Street Tree Plan can be provided in lieu of meeting **the requirement of planting a tree every 30 lineal feet of street frontage** as stated in Ordinance 1385 Exhibit B. The Street Tree Plan can compensate for driveways, utilities, or other obstructions that inhibit the 30 foot spacing requirement. **The requirement for the planting of street trees is required under Chapter 12.32 CMC.** (Ord. 854, 1991; Ord. 848, Part VI, section 1, 1990; Ord. 1514, 2019)
Response: Not applicable.

16.10.090 Drive-up uses.
Response: Not applicable.

16.10.100 Bicycle Parking.
Bicycle parking shall be provided for all multi-family residential, institutional, commercial, and industrial uses.

A. Dimensions and characteristics: Bicycle parking spaces shall be a minimum of six (6) feet long and two (2) feet wide, and overhead clearance in covered spaces shall be a minimum of seven (7) feet. A minimum five (5) foot aisle for bicycle maneuvering shall be provided and maintained beside or between each row of bicycle parking. Bicycle racks located on a sidewalk shall provide a

minimum of two (2) feet between the rack and a wall or other obstacle, and between the rack and curb face. Bicycle racks or lockers shall be securely anchored to the surface or a structure. Bicycle racks located in the Downtown Commercial Zone shall be of the inverted U style (a.k.a. staple racks). See Figure 20 of the Canby Downtown Plan for correct rack placement.

Response: ***Four existing bicycle parking racks are located at the SE corner of the property, securely anchored to the sidewalk. Each rack provides 2 bicycle parking spaces that are each 6 feet long and 2 feet wide. Access area adjacent to each bicycle rack exceeds the minimum 5-foot aisle required for maneuvering. All 4 bicycle parking racks are the inverted U style.***

B. Location: Bicycle parking shall be located in well-lit, secure locations within fifty (50) feet of the main entrance to a building, but not further from the entrance than the closest automobile parking space, and in no case further than 50 feet from an entrance when several entrances are involved.

Response: ***Existing bicycle parking is located at the corner of the building at the intersection of NW 3rd Avenue and N. Holly Street in a well-lit, highly visible, secure, and conveniently located approximately 17 ft. to the closest building entrance.***

C. Number of spaces: The bicycle parking standards set out in Table 16.10.100 shall be observed. (Ord. 1019 section 1, 1999; Ord. 1076, 2001)

TABLE 16.10.100 BICYCLE PARKING STANDARD

LAND USE CATEGORY	**MINIMUM REQUIRED BICYCLE PARKING SPACES**
Residential	
Multi-family residential, general	1 space per unit
Multi-family residential, seniors or with physical disabilities	4, or 1 space per 5 units, whichever is greater
Institutional	
Schools – Elementary	To be determined through design review
Schools - Jr. High/Middle School	To be determined through design review
Schools - St. High	To be determined through design review
College	

To be determined through design review
Transit Centers/Park & Ride Lots
5% of auto spaces (or 100% of demand, depending on accessibility to bicyclists)
Religious Institutions
1 space per 40 seat capacity
Hospitals
1 space per 5 beds
Doctor, Dentist Offices
2, or 1 space per 1000 ft2, whichever is greater
Libraries, Museums, etc.
2, or 1 space per 1000 ft2, whichever is greater
Commercial
Retail Sales
2, or 0.33 space per 1000 ft2, whichever is greater
Auto-oriented Services
2, or 0.33 space per 1000 ft2, whichever is greater
Groceries/Supermarkets
0.33 space per 1000 ft2
Offices
2, or I space per 1000 ft2, whichever is greater
Restaurants
1 space per 1000 ft2
Drive-in Restaurants
1 space per 1000 ft2
Shopping Centers
0.33 space per I000 ft2
Financial Institutions
2, or 0.33 space per 1000 ft2, whichever is greater
Theaters, Auditoriums, etc.
1 space per 30 seats
Downtown Commercial Zone
4 spaces per block
Industrial
Industrial Park
2, or .1 space per 1000 ft2, whichever is greater
Warehouse
2, or .1 space per 1000 ft2, whichever is greater
Manufacturing, etc.
2, or .15 space per 1000 ft2, whichever is greater
NOTES:

Each individual use needs to be evaluated for bicycle parking – e.g., a commercial accessory use in an industrial district may have different requirements than the industrial uses around it. Similarly, in mixed-use developments, the amount of each use and required bicycle parking needs" evaluation. Finally, within each use category one needs to consider the different user categories - residents, employees, customers, etc. - and parking requirements for each. (Ord. 1019 section I, 1999; Ord. 1043 section 3, 2000; Ord. 1076, 2001)

Response: ***Commercial uses within the Downtown Commercial Zone require four (4) bicycle parking spaces "per block". To satisfy this requirement, four (4) existing bicycle parking racks providing eight (8) bicycle parking spaces are located at the corner of the building at the intersection of NW 3rd Avenue and N. Holly Street.***

Chapter 16.12
CLASSIFICATION OF ZONES
Response: Not applicable.

16.12.020 Uses Permitted
Response: Not applicable.

Chapter 16.13
PLAN DISTRICTS
Response: Not applicable.

Chapter 16.22
C-1 DOWNTOWN COMMERCIAL ZONE
Sections:

16.22.010 Uses permitted outright.
Uses permitted outright in the C-1 zone shall be as follows:

A. Residential. Residential uses shall be permitted only when part of a mixed use development (residential with commercial, office, or public/institutional use). Both vertical mixed use (housing above the ground floor) and horizontal mixed use (housing on the ground floor) developments are allowed, as follows:

1. Ground floor dwelling units that are incidental (less than 25% of the ground floor gross area) attached to any use allowed in a C-1 zone, and have access from a side or back entrance, or an entrance that is incidental to the commercial main ground floor use.

2. Residential units occupying the second and/or third story of any structure in the C-1 zone, provided the primary ground floor use is listed in 16.22.010.

3. Limitation on street-level housing. No more than fifty (50) percent of a single street frontage may be occupied by residential uses. This standard is intended to reserve storefront space for commercial uses and public/institutional uses; it does not limit residential uses above the street level on upper stories, or behind street-level storefronts. For parcels with street access at more than one level (e.g., sloping sites with two street frontages), the limitation on residential building space shall apply to all street frontages.

a. Density. There is no minimum or maximum residential density standard. Density shall be controlled by the applicable lot coverage and building height standards.

b. Parking, garages, and driveways. All off-street vehicle parking intended for residential use, including surface lots and garages, shall be oriented to alleys, placed underground, placed in structures above the ground floor, or located in parking areas behind or to the side of the building; except that side yards facing a street (i.e., corner yards) shall not be used for surface parking. All garage entrances facing a street (e.g., underground or structured parking) shall be recessed behind the front building elevation by a minimum of four (4) feet. On corner lots, garage entrances shall be oriented to a side street when access cannot be provided from an alley.

c. Creation of alleys. When a residential subdivision (e.g., four or more townhome lots) is proposed, a public alley shall be created for the purpose of vehicle access. Alleys are not required when existing development patterns or topography make construction of an alley impracticable. As part of a subdivision, the City may require dedication of right-of-way or easements, and construction of pathways between townhome lots (e.g., between building breaks) to provide pedestrian connections through a development site.

4. Existing dwelling units which are not incidental and attached to a use allowed in the C-1 zone may be altered, expanded (or rebuilt within one year of a fire or other act of nature) provided that any such additions or rebuilding comply with the development standards for dwelling units in the R-2 zone;

B. Retail store or shop, except those listed as permitted or conditional uses in the C-2 zone;

C. Amusement enterprise, including pool hall, bowling alley, dance hall, skating rink or theater, when enclosed in a building;

D. Bakery, for retail sale primarily on premises; Establishments primarily engaged in the retail sale of bakery products. The products may be purchased from others or made on the premises. Provided the manufacturing does not exceed 7000 square feet of floor space. SIC 5461

E. Barber or beauty shop, nail salon;

F. Bank or other financial institution;

G. Bed and Breakfast, in an existing residence;

H. Bicycle sales, service, or repair;

I. Blueprinting, Photostatting, printing or other reproduction process;

J. Bus depot;
K. Business college;
L. Catering establishment;
M. Church or places of worship;
N. Club or lodge hall;
O. Day care facility;
P. Laundry or cleaning establishment;
Q. Frozen food lockers;
R. Hardware store, not including lumber or other large building materials requiring on-site outside or warehouse storage;
S. Hotel and apartment hotel;
T. Laboratory for experimental, photo or electronic testing research;
U. Locksmith or gunsmith;
V. Magazine or newspaper distribution agency;
W. Mortuary (including those used for pets);
X. Office, business or professional;
Y. Pawn shop;
Z. Public Transit Center;
AA. Restaurant, without drive-in service;
BB. Scientific or professional instrument sales or repair;
CC. Sales, rental or repair of small recreational, radio, television, business or household equipment;
DD. Studio, including music, art, dancing, photography or health;
EE. Taxidermy shop;
FF. Telephone or telegraph exchange;
GG. Theater, except drive-in;
HH. Auto parts store and incidental shop facilities;
II. Upholstery shop;
JJ. Watch and clock repair;
KK. Similar commercial uses as determined by the Planning Commission;
LL. Public building or land use such as fire station, city hall, park, playground, library or museum.
MM. Minor public facility.

NN. Drinking Places (alcoholic Beverages) Establishments primarily engaged in the retail sale of alcoholic drinks, such as beer, ale, wine, and liquor, for consumption on the premises. The sale of food frequently accounts for a substantial portion of the receipts of these establishments. SIC 5813

OO. Brew Pub: General Manufacturing of products included in SIC 2082: Malt Beverages, provided the manufacturing does not exceed 7,000 square feet of total floor area per development site, and retail sales of the products

manufactured is provided on-site, and the sale of food frequently accounts for a substantial portion of the receipts of the establishment.

PP. Confectionary Store: Establishments primarily engaged in manufacturing confectionery for direct sale on the premises to household consumers provided the manufacturing does not exceed 7000 square feet of floor space. SIC 5441 (Ord. 890 section 24, 1993; Ord. 805 section 2, 1987; Ord. 802 section 6, 1987; Ord. 740 section 10.3.24(A), 1984; Ord. 955 section 8, 1996; Ord. 981 section 21, 1997; Ord. 1076, 2001; Ord 1237, 2007; Ord. 1514, 2019)

Response: ***The proposed project consists of only C-1 zone permitted uses: Retail Store, Restaurant, Drinking Place, and Brew Pub (approximately 1,000 sq. ft.).***

16.22.020 Conditional uses.

Response: Not applicable. No Conditional Uses are proposed.

16.22.030 Development standards.

The following subsections indicate the required development standards of the C-1 zone:

A. Minimum lot area: none;

B. Minimum width and frontage: none;

C. Minimum yard requirements:

1. Street yard: none, except ten feet where adjoining a residential zone.

2. Interior yard: none.

3. Rear yard: none

D. Maximum building height:

1. Freestanding signs: thirty feet;

2. All other structures: forty-five feet.

E. Maximum lot coverage: no limit;

Response: ***The proposed building height is less than 45 feet. The peak of the terrace roof structure is 33'-6" high. There are no freestanding signs.***

F. Other regulations:

1. Vision clearance distances shall be ten feet from an alley and fifteen feet from any other street.

Response: ***The project is an adaptive reuse which utilizes the existing building shell. The vision clearance distance is sufficient.***

2. Sidewalks a minimum of eleven (11) feet in width shall be required in commercial locations unless existing building locations or street width necessitate a more narrow design.

Response: ***The project is an adaptive reuse which utilizes the existing building shell. The existing sidewalk width is 25 feet from the NW corner of the building, and approximately 8 feet in width along both N. Holly St. and NW 3rd Ave.***

3. All setbacks to be measured from the foundation line of the building. Overhangs shall not exceed two feet (not including awnings); mechanical units, used for the heating/cooling of residential units, are exempt from interior and/or rear yard setback requirements.

Response: Not applicable.

4. New commercial buildings, particularly retail shopping and offices, shall be oriented to the street, near or at the setback line. A main entrance shall be oriented to the street.

Response: ***The proposed building's entrances are all oriented to either N. Holly St. or NW 3rd Avenue.***

5. Off-street motor vehicle parking for new commercial developments shall be located at the side or behind the building(s). (Ord 740 section 10.3.24(C), 1984; Ord. 981 section 48, 1997; Ord. 1043 section 3, 2000; Ord. 1076, 2001; Ord 1237, 2007; Ord. 1514, 2019)

Response: Not applicable.

16.22.040 Design Review Matrix.

For design review applications located in the C-1 zone the following matrix shall apply. This matrix replaces the general matrix contained in Chapter 16.49 for such applications.

A design review application in the C-1 zone shall be considered to be compatible if a minimum of 65 percent of the total possible points (not including bonuses) are accumulated for the whole development, and if the applicant has received a minimum of one point in each applicable category. (Ord. 1076, 2001; Ord. 1080, 2001)

Response: ***The proposed project accumulates 15 Points out of 23 Possible Points = 65.2% and has received a minimum of 1 Point in each applicable category, therefore the proposed project's design is considered compatible.***

TABLE 16.22.040

CRITERIA
POSSIBLE SCORES
Building Location and Orientation

Building located at front of property line: Parking in front = 0; 50% of building front at property line = 1; 100% of building front at property line = 2.
Response: ***100% of building front is at the property line.***
Score = 2 points (of 2 possible points)

Building oriented to street: No = 0; Yes = 2.
Response: ***The project is oriented to the street (at two sides).***
Score = 2 points (of 2 possible points)

Entrances
Major retail entrance on street: No = 0; Yes = 2
Response: ***All retail entrances are on the street.***
Score = 2 points (of 2 possible points)

Corner building entrances on corner lots: No = 0; Yes =1
Response: The project does not have any entry at its corner.
Score = 0 points (of 1 possible point)

Entrance inset (not more than 3 feet behind front glass line except at corner entries): No = 0; Yes = 2.
Response: The project does not have inset entrance(s).
Score = 0 points (of 2 possible points)

Windows
Regularly spaced and similar-shaped windows – around 70% of storefront area is glass (includes doors). (No mirrored glass): <50% = 0; 50% to 70% = 1; >70% = 2.
Response: ***The proposed project has regularly spaced and similar-shaped window with over 50% of the storefront area as clear, vision glass.***
Score = 1 point (of 2 possible points)

Second story windows (where applicable): No = 0; Yes = 2.
Response: Not Applicable.

Architectural Details
Blade sign or painted wall sign (no internally illuminated box signs): No = 0; Yes = 2
Response: ***The proposed project provides blade signs at each commercial retail entrance.***
Score = 2 points (of 2 possible points)

Building materials: Brick, stucco, and horizontal lap or ship lap painted wood siding; concrete wood or wood siding = 0; concrete masonry, stucco, or similar material = 1; brick or similar appearance = 2.

Response: ***The project's exterior building materials are of concrete masonry.***

Score = 1 point (of 2 possible points)

Colors from recommended color palettes (on file with the City of Canby), or as otherwise approved: No = 0; Yes = 2.

Response: The project does not utilize City of Canby recommended color palettes.

Score = 0 points (of 2 possible points)

Cornice treatments to emphasize building tops at parapet-type buildings: flat roofs behind parapets acceptable, otherwise visible roofs should be pitched: no treatment = 0; pitched roof = 1; parapet roof = 2.

Response: The project does have a flat roof with a parapet at all four sides, however, does not have an emphasized cornice treatment at the parapet.

Score = 0 points (of 2 possible points)

All walls have doors, windows, or display windows (no blank walls). Murals, art niches, benches, or light sconces at blank walls where windows are not feasible: no treatment = 0; mural or other treatment = 1; windows or display windows = 2.

Response: ***All street- facing walls have doors and windows.***

Score = 2 points (of 2 possible points)

Awnings and rain protection of durable canvas, vinyl, glass or acrylic. No awning slope over 45 degrees, with flat or semi-flat awnings along First Avenue and at buildings with windows above entries. Awnings are discontinuous, with lengths generally under 30 linear feet for longer buildings: no awnings = 0; awnings meet criteria = 2.

Response: ***The project provides multiple rain protection canopies which are discontinuous, provide interest to the facade and are located above building entrances.***

Score = 2 points (of 2 possible points)

Parking

Off-street parking (if required) located behind or to side of building: No = 0; side = 1; behind = 2

Response: Not Applicable.

Bonus Points

Provide usable pedestrian space such as plaza, outdoor seating, or extra-wide pathway/sidewalk near one or more building entrances: No = 0; Yes = 1.

Response: ***The project includes adding several large, roll-up glazed doors along the N. Holly St. and NW 3rd Ave. sidewalks providing usable pedestrian space with opportunities for outdoor seating and other meaningful pedestrian experiences.***

Score = 1 BONUS point

Planters and window boxes: No = 0; Yes = 1.

Response: The project does not provide planters or window boxes.

Score = 0 BONUS point

Public art (e.g., fountain, sculpture, etc.): No = 0; Yes = 1.

Response: The project does not provide public art.

Score = 0 BONUS point

Second story residential or office: No = 0; Yes = 1

Response: Not Applicable.

Chapter 16.41
DOWNTOWN CANBY OVERLAY (DCO) ZONE

Sections

16.41.010 Purpose.

The purpose of the Downtown Canby Overlay (DCO) zone is to:

A. Encourage more intense development in the Core Commercial area and allow for more intensive development in the Transitional Commercial area over time. Intensity of development and the relationship between setbacks, lot coverage and floor area ratio address this objective. Floor area ratios (FAR) are intended to work with building height and setback standards to control the overall bulk of the building. The proposed FAR in conjunction with the maximum lot coverage ensures that the development will be a minimum of two floors along the street in the C-1 portion of the Core Commercial area.

B. Create a pedestrian friendly environment in the Core Commercial and Transitional Commercial areas while allowing for a more auto-oriented focus in the Outer Highway Commercial area. A comfortable pedestrian-oriented environment and limited setbacks are important in the Core Commercial and Transitional Commercial areas. In the Outer Highway Commercial area, a portion of development should be closer to the road to provide visual connection and signal that drivers are entering an urban area. Larger setbacks in the Outer Highway Commercial area also allows for more landscaping, access and other improvements between buildings and street.

C. Ensure that building sizes reflect desired uses in the Core Commercial and Transitional Commercial areas. Requirements limit the size of the building footprint to 40,000 square feet in these areas. For the purpose of understanding the scale of development, the proposed maximum allows for the creation of a high-end grocery store (e.g., New Seasons, Whole Foods or Zupans). The proposed maximum differentiates developments in this area from those in the Outer Highway Commercial area. Maximum building footprints are much larger in the Outer Highway Commercial area.

D. Ensure compatibility among adjacent uses within the Transitional Commercial area as it changes over time. Requirements for massing and form will help ensure compatibility if uses in this area increase over time, while allowing for a broader range of building sizes than currently exists.

E. Maintain an attractive, visually pleasing environment that is relatively free of structures or activities that detract from it. Most buildings have areas devoted to

services and equipment. These uses can be noisy, noxious and unsightly. Screening requirements reduce the impact of these structures and activities. Placement on an alley also may be an option. Furthermore, limitations on exterior storage and display will help reduce visual clutter while allowing flexibility for retail merchants and eating and drinking establishments.

F. Ensure adequate accessibility to and within sites by a variety of travel modes, along with attractively designed parking and loading areas. Parking standards for automobiles and bicycles are intended to allow for ready access to commercial uses by all modes and create attractive "green" sites that enhance human and environmental health. (Ord 1296, 2008)

16.41.020 Applicability.

A. It is the policy of the City of Canby to apply the DCO zone to all lands located within the boundaries illustrated on the Downtown Canby Framework Diagram; the boundaries of the overlay district, and boundaries of the three sub-areas, are as shown in this chapter, Figure 11. The three sub-areas are established as follows:

1. Core Commercial Area. This area straddles Highway 99E and includes portions of both the C-1 and C-2 zones and forms the densest commercial area of the city, as well as the city's primary community facilities – city hall, police station, library, etc.

2. Transitional Commercial Area. This is the transitional area that lies between the more intense Downtown Core Commercial area and the established single-family neighborhoods to the north and northeast. The two Transitional Commercial nodes are tucked between 3rd and 4th and Fir and Douglas on the west side of Downtown, and 3rd and 4th and Holly and Knott on the east side.

3. Outer Highway Commercial Area. The Outer Highway Commercial area extends along Highway 99E both south of Elm Street and north of Locust Street. This area is quite different from the Core Commercial and Transitional Commercial areas, by nature of its highway access and orientation. The design focus in this area is less about creating a high-quality pedestrian experience, and more about ensuring that automobile-oriented design is built to the highest standard possible.

B. The DCO zone has the following effect with regard to other chapters of this ordinance:

1. Permits land uses which are permitted by the underlying zone districts, with some exceptions, as set forth in Sections 16.41.030 and 16.41.040.

2. Replaces selected development standards in the underlying zone districts, as set forth in Section 16.41.050.

3. Sets forth alternative design review standards and criteria tailored to implement the goals of the overlay zone, as set forth in Section 16.41.060. (Ord. 1296, 2008)

C. The DCO does not apply to approved Public Art Murals as defined in CMC Chapter 2.80.020. (Ord. 1341, 2011)

16.41.030 Uses permitted outright.

Unless modified pursuant to the following Subsection, uses permitted outright in the underlying base zones are permitted outright in the DCO zone, subject to the respective zone district boundaries.

Response: ***The proposed project consists of only C-1 zone permitted uses: Retail Store, Restaurant, Drinking Place, and Brew Pub (approximately 1,000 sq. ft.).***

16.41.040 Conditional uses.

Response: Not Applicable. No Conditional Uses are proposed.

Downtown Canby Overlay Zone

16.41.050 Development standards.

The following subsections indicate development standards required in the DCO zone. These standards supplement, and in some cases replace, the development standards in the underlying base zones. Where the standards set forth in the following subsections conflict with standards in the underlying base zone, the DCO development standards set forth below supersede the base zone standards.

A. Setbacks, Floor Area Ratio, Building Footprint and Height Requirements.

1. Setbacks. Minimum and maximum setbacks for each DCO subarea are described in Table 1 and must meet the following requirements:

a. Mechanical units used for the heating/cooling of dwelling units are exempt from interior yard and rear yard setback requirements.

Response: Not Applicable.

b. At least x% of the length of each lot frontage shall be developed with a building(s) built at the minimum setback from the street lot line (see Table 1 and 2 and Figure 12). The remainder of the building frontage shall be setback no more than the maximum setback listed in Table 1 below,

Buildings located in the OHC and intended for uses that require a "drive through" and are permitted outright in the zone can increase the setback to a 20 foot maximum from the street lot line frontage.

Response: ***100% of the length of the subject building is within the minimum setback from the street lot line.***

c. Where feasible, buildings should be located at one or both street-facing corners of a lot.

Response: ***The subject building is located at both street-facing corners.***

d. At the street intersections identified as gateways in Figure 11 (Downtown Canby Overlay Zone Map), any new building shall be located at the corner of the lot facing the intersection.

Response: Not Applicable. The subject building is not located at a "Gateway" intersection.

2. Floor area ratio, building footprint, and building height. Minimum floor area ratio, maximum building footprint, and maximum building height requirements for each DCO subarea are described in Table 3 and illustrated in Figures 13, 14, and 15. Footprints are exclusive of exterior displays or merchandise (e.g., garden centers).

Response: Not Applicable. The subject building is existing and does not exceed the maximums allowed in Table 3.

3. **Screening. All exterior garbage collection areas, recycling collection areas and mechanical equipment shall be screened** with a site obscuring fence, landscaping on all sides, wall, other enclosure, or architectural element per the requirements below (see Figure 16 for examples of good screening design). All non-conforming/non-screened exterior garbage collection areas, recycling collection areas and mechanical equipment may be brought into conformance.

Response: ***The proposed project will have garbage bin and recycling located in the alleyway. All exterior mechanical equipment is roof top mounted and will be either located away from the roof parapets to be out of public view or screened from public view where necessary.***

a. **Location. Wherever possible, locate screened areas away from the street away from public view.** Shared garbage/recycling collection areas are encouraged.

Response: ***Mechanical screening structure(s) at the roof top are set back from the building edge to the extent practicable. The garbage / recycling will be located approximately 85 ft. from N. Holly Street and public view.***

b. **Materials. Materials used to construct screening structures shall be consistent and compatible with the exterior materials** on adjacent buildings located on the same lot as the screened area or located on a contiguously-owned abutting lot, and shall be consistent with the material requirements of Section 16.41.070.E and 16.41.070.F.

Response: ***Mechanical screening structure materials are consistent and compatible with the building's primary materials and with Sections 16.41.070.E & F.***

c. Buffering. Screening structures shall be buffered from surrounding areas on all sides with landscaping or other buffering elements.

Response: Not Applicable.

d. **Rooftop structures. Rooftop mechanical structures shall be screened and not visible from any visible public right-of-way at the same elevation as, or lower than, the base of the building.** Screening structures should be compatible with the overall building design and may include the following elements or approaches:

(1) By providing parapets as tall as the tallest part of the equipment with a minimum height of 3 feet and 6 inches;

(2) By incorporating an architectural screen around all sides of the equipment;

(3) By setting the equipment back from the building edge with a setback of at least 3 feet for every 1 foot of building height.

Response: ***All exterior mechanical equipment is roof top mounted and screened from public view. Mechanical screening structure(s) at the roof top are set back from the building edge to the extent practicable.***

4. Parking. Parking areas shall meet the following standards in addition to all other applicable requirements.

a. Location. In the CC and TC subareas, parking and vehicle maneuvering areas shall not be located between a building and the street. This standard applies to primary street facing facades and secondary street facing facades, as defined in Sections 16.41.060.C.

b. Side of building parking areas. In the CC, TC, and OHC subareas, parking shall be permitted between a building and an interior lot line that is not a rear lot line, provided the following standards are met:

(1) Parking and maneuvering areas shall be set back a minimum of 15 feet from the front lot line;

(2) A minimum 5 foot wide landscaped strip shall surround and abut the perimeter of the parking and maneuvering area, except where vehicular driveways and pedestrian accessways are permitted to interrupt the landscaped strip, and except where the parking and maneuvering area is part of a larger parking area in which case a perimeter landscaping strip is not required between the side of building parking area and the remainder of the parking area;

(3) Parking and maneuvering areas, including accessways and driveways, must not exceed 40 percent of a lot frontage in the TC and CC subareas, or 60 percent of a lot frontage in the OHC subarea;

(4) On lots greater than 120,000 square feet, side parking areas shall be broken up into multiple smaller parking areas rather than concentrated in one portion of the lot. This may be done through the use of landscaping or the location of multiple buildings on a lot.

c. Off-street vehicle parking space reduction. The minimum number of off-street vehicle parking spaces required for all uses located on a lot, as set forth in Chapter 16.10, may be reduced by the total number of on-street vehicle parking spaces located within the width of the frontage of the lot on which the use or uses are located. Such reduction shall be calculated on a one-for-one basis, and shall include only parking spaces located on the same side of the street as the lot frontage. Where an on-street

parking space is located adjacent the frontage of two abutting lots, only the lot adjacent the larger portion of the parking space may count the entirety of the parking space towards its off-street parking requirement. (Ord. 1296, 2008; Ord. 1514, 2019)

Response: Not applicable. Off-street parking is not required for the subject property per 16.10.010.B.

16.41.060 DCO site and design review guidelines.

A. Findings and objectives.

1. The City Council finds that physical appearance and design of buildings in the city's primary commercial areas has a strong impact on the community's economic well-being, quality of life and sense of character and identity. High-quality design of these buildings, with special attention to the relationship between buildings, people and the surrounding physical space will help spur investment in the city; enhance use and value of land and improvements; improve the stability and value of property; and generally improve the experience of residents and visitors who use these commercial areas.

2. Administration of design standards should be efficient and effective and provide a level of certainty for property and business owners, as well as other community members. It is important to provide a set of clear and objective standards that may be administered relatively quickly and easily for most applicants. At the same time, it is important to provide an alternative path that provides flexibility for applicants that may want to take a more innovative approach which meeting the intent of the clear and objective standards.

3. The objectives of the design standards in this section include the following:

a. Create a pedestrian-oriented environment through design of ground floors. Fostering interaction between activities within buildings and activities within the public realm (the sidewalk and street) is crucial to creating a vibrant and interesting built environment. A high degree of transparency between the two realms creates visual interest for the pedestrian on the sidewalk, and promotes a more active, engaging pedestrian experience. Design of ground floor windows and building entries is important to achieving this goal. In addition, courtyards, arcades and special paving enhance the pedestrian environment by providing pleasing, semi-public transitions between the public and private realms, effectively creating a "threshold" between the sidewalk and the building (see Figure 17).

b. Establish cohesive architectural elements. Well-designed, repetitive building elements tend to create a strong sense of place and leave a lasting physical memory. Cohesive and repetitive architectural "bays" along the street-facing ground floor of a building create a pleasing sense of rhythm for the pedestrian, and help to scale and order the built environment as it is experienced from the sidewalk and street (see Figure 18).

c. Ensure that buildings have a unified design. Providing clear distinctions between different portions of a building is important for the building's appearance, consistency of design within a larger area and the ability of people to read or

understand how the building functions. Building facades should have a clear and distinct base, middle, and top (Figure 19), utilizing horizontal bands and changes in color and / or material / or building massing and form to differentiate these breaks. The base of the building typically extends from the sidewalk to the bottom of the second story or the belt course / string course that separates the ground floor from the middle of the building (see Figure 19).

Given Canby's desire to create a thriving pedestrian and business district, it is important that uses above the ground floor encourage housing and allow for commercial uses. Upper floor windows should reflect this change in use (see Figure 20). The middle of the building often contains smaller, vertically-oriented windows to reflect changes in use on upper floors. Finally, the top of the building contains a "capping" element which visually terminates the façade and creates visual interest at the top of the building.

d. Reinforce the appearance and function of corners within core commercial area. Incorporating strong architectural elements where streets intersect not only results in a more visually interesting built environment, but enhances the way pedestrians "read" and understand city blocks by creating recognizable and memorable design elements at the corner of each block. For this reason, buildings on corner lots should be designed to not only address, but celebrate the corner (see Figure 21).

e. Use materials that reflect the character and values of Canby. Materials evoke emotions among visitors and residents and help define the character of the community. On the positive side, they can evoke a sense of timelessness, permanence, quality, strength and creativity. On the negative side, they may connote feelings of transience, incongruity or inconsistency, weakness or tedium. Standards for materials are important to reflect and enhance the community's values and quality of life (see Figure 22).

Response: ***DCO site and design review guidelines are understood.***

B. Applicability.

1. General applicability.

a. Subsection 16.41.060.C and section 16.41.070 define how and where different types of standards apply.

b. Design standards apply only to the following: (1) new developments; **(2) remodels which represent 60 percent tax assessed or more of the value of the existing building; (3) façade improvements that would alter the exterior structure of the building.**

c. Design standards do not apply to the following:

(1) Interior remodels not combined with exterior changes and valued at less than 60 percent of the total improvement value of the property;

(2) Repair and maintenance of buildings, accessory structures, parking lots and pedestrian areas that present an immediate or potential risk of public safety;

(3) Normal or routine maintenance and repair of existing structures;

(4) Any type of construction that does not require a building permit;

(5) Temporary structures and emergency structures permitted pursuant to applicable code standards.

Response: ***The proposed project is an exterior and interior remodel with anticipated costs exceeding 60% of the value of the existing building, and façade improvements that will alter the exterior structure of the building, therefore the Design Standards apply.***

2. Sub-Areas. Site and design review standards are applied differently within the three sub-areas described below (see Figure 11).

a. Core Commercial Sub-Area (CC). The "downtown" portion of this area extends primarily along 1st and 2nd Avenues between Cedar and Knott Streets, and extends northward, away from Highway 99E along Grant and Holly, past Wait Park to 4th Avenue. This area is the "heart" of Canby. Here one will find the City's more historic, traditional commercial structures. The built environment is characterized by one to two story buildings with commercial storefronts, built up to the sidewalk, and containing a more or less solid "building wall." The result is a more active and vibrant street life than may be found elsewhere in the City. Future development in this area should continue this trend, designing commercial and mixed-use buildings that adequately address the sidewalk and create an engaging experience for pedestrians (see Figures 23 and 24).

The inner highway portion of the Core Commercial area spans the length of Highway 99E between Elm and Locust. In many ways, it serves as an extension of the Downtown Core, just across the highway. Because this area serves as a "gateway" from Highway 99E into the traditional downtown and serves many of the same purposes and types of uses, buildings here should be appropriately scaled, inviting to pedestrians, and demonstrate high-quality architectural design. As a result, architectural standards for this area and the downtown are identical, although some development standards differ as described in section 16.41.050.

b. Transitional Commercial Sub-Area (TC). This area is characterized by a mix of single-family homes and smaller-scaled commercial developments, which often take the form of conversions of existing single-family homes. Larger front setbacks and landscaping (including front yards) characterize the area. The future of this area will likely include commercial storefronts that address the sidewalk, albeit less intense than those in the Core, and residential developments. The overall result will be a truly mixed-use neighborhood, less intense than the Commercial Core, and with more greenscape and residential uses. Over time, commercial uses in portions of the Transitional Commercial district may transition to more intensive uses similar to the core downtown area and over time the relative boundaries between the two zones may shift somewhat. Requirements within the Transitional Commercial zone allow for this flexibility, while ensuring appropriate transitions between this area and the Core Commercial sub-area,

as well as between buildings within the Transitional Commercial sub-area (see Figures 25 and 26).

c. Outer Highway Commercial Sub-Area (OHC). The design focus in this area is less about creating a high-quality pedestrian experience, and more about ensuring that automobile-oriented design is built to the highest standard possible. While this goal will be largely accomplished through the development standards (i.e., locating parking lots next to and behind building and the street, requiring high quality landscaping, particularly in front setbacks and around parking areas, and requiring that buildings orient to walkways), architectural design standards will also aid in this effort. The result will be automobile-oriented highway uses that demonstrate high-quality design and that evoke a sense of permanence (see Figure 27).

C. Definitions.

1. Arcade – An exterior covered passageway along a building façade that is open to the street frontage (see Figure 28).
2. Awning – An overhead cover extending above the sidewalk (usually above windows and doors) as a shelter and/or sunshade.
3. Band – Any horizontal flat member or molding or group of moldings projecting slightly from a wall plane and usually marking a division in the wall.
4. Bay – (a) Within a structure, a regularly repeated spatial element defined by beams or ribs and their supports (see Figure 29). (b) A protruded structure with a bay window.
5. Belt Course – A horizontal band or molding set in the face of a building as a design element (also called a string course).
6. Bulkhead – The section of a building between the sidewalk and first story window sill.
7. Canopy – A covered area which extends from the wall of a building, protecting an entrance or loading dock.
8. Cap – Usually the topmost member of any vertical architectural element, often projecting with a drip as protection from the weather. The upper member of a column, pilaster, cornice, molding, or the like.
9. Chamfer – To cut off the edge or corner of (see Figure 30).
10. Clerestory – The upper level of a room that extends beyond the single-story height; often penetrated by windows.
11. Column – In structures, a relatively long, slender structural compression member such as a post, pillar, or strut; usually vertical, supporting a load which acts in (or near) the direction of its longitudinal axis.
12. Cornice – Decorative projection or crown along the top of a wall or roof (see Figure 31).
13. Eaves – The lower edge of a sloping roof; that part of a roof of a building which projects beyond the wall.

14. Entry – The space comprising a door and any flanking or transom windows associated with a building.

15. Frieze – A decorative horizontal band, as along the upper part of a wall in a room; often used for signage in modern buildings, but derived from classical architectural principles.

16. Marquee – A permanent roof-like shelter over an entrance to a building.

17. Medallion – A decorative element set into the upper portion of a building façade periodically, typically aligning with columns or pilaster.

18. Mullion – A vertical post or upright element dividing a window or other opening into two or more sections.

19. Parapet – A low, solid, protective screening or decorative wall as an extension of exterior building walls beyond the roof or deck level (see Figure 32).

20. Primary Street Facing Façade – The façade of the building facing the primary (east-west) adjacent street. These streets include Highway 99E, and North and South 1 st , 2 nd , 3 rd , and 4 th Avenues.

21. Secondary Street Facing Façade – The façade of the building facing the secondary (north-south) adjacent street. These streets include Birch, Cedar, Douglas, Elm, Fir, Grant, Holly, Ivy, Juniper, Knott, and Locust Streets.

22. String Course – A horizontal band or molding set in the face of a building as a design element (also called a belt course).

23. Transom – A horizontal glass plane, typically encased in a wood or metal frame that separates the storefront from the upper façade (see Figure 33).

24. Turret – A very small and slender tower attached to a larger building.

25. Visible Transmittance – A measure of the amount of visible light transmitted through a material (typically glass). Information about visible transmittance typically is or can be provided by window manufacturers. (Ord 1296, 2008)

16.41.070 DCO site and design review standards.

The following design standards provide a framework for how a building should look, function, and feel. The standards are organized by topic and consist of the following elements:

· Intent Statement - the big idea or the goal to be accomplished (ex. “protect pedestrians from sun, wind, and rain”). In addition to providing context for specific standards, these statements are used to evaluate applications as part of an alternative review process administered by the City’s Design Review Board (see Section 16.49.035).

· Standards which provide clear, objective guidance related to specific design elements, in many cases providing options for how to meet a specific goal, and varying by sub-area.

· Illustrative graphics, including photos and diagrams, with an emphasis on examples of good design found in Canby and other communities.

A. Pedestrian oriented ground floor design standards.

1. Intent. Design standards in this section are intended to help create an active, inviting street and sidewalk-facing storefronts and entryways that are friendly and easily accessible to passersby. They also will help ensure that the ground floor promotes a sense of interaction between activities in the building and activities in the public realm.

2. Design standards and applicability.

Standards	**Applicability**
1. Ground floor windows	
a. Visible transmittance. All commercial ground floor windows must have a Visible Transmittance (VT) of 0.6 or higher, with the exception of medical and dental offices which may have tinted windows. *Response:* ***The proposed building utilizes transparent windows with a visible transmittance of 0.6 or higher.***	CC, TC, OHC
b. Primary Street facing façade - primary façade coverage. Transparent windows shall be used along a minimum of x% of the length of the ground-level primary street-facing façade, and along x% ground-level primary street-facing wall area (See Figure 34). Ground level walls include all exterior wall areas up to 10 feet above the finished grade. Primary and secondary street facing facades are defined in section 16.41.060. *Response:* ***The proposed building's primary street-facing facade (NW 3rd Ave) utilizes transparent windows along 68% of its façade length, and 63% of its wall area.*** ***Window Length: 66'-0" / 96'-8" of ground level wall = 68.3%*** ***Window Area: 610 sf / 968 sf of ground-level wall = 63.0%***	CC: x=60% TC: x=50% OHC: x=50% for buildings with less than 6,000 square feet of floor area and 25% for buildings with more than 6,000 square feet of floor area or located more than 75 feet from a lot line.

c. Secondary Street facing façade – secondary façade coverage. Transparent windows shall be used along a minimum of x% of the length of the ground-level secondary street-facing façade, and along x% of the overall secondary street-facing wall area (See Figure 35). Ground level walls include all exterior wall areas up to 10 feet above the finished grade.

Response: ***The proposed building's secondary street-facing facade (N. Holly St.) utilizes transparent windows along 68% of its façade length, and 49% of its wall area.***

Window Length: 69'-4" / 113'-4" of ground level wall = 68.3%

Window Area: 559 sf / 1,136 sf of ground-level wall = 49.2%

We request a variance for the window area requirement due to the limitations of adding larger openings in the existing masonry structure. The proposed design falls only very slightly short of the 50% requirement.

CC: x=50%
TC: x=45%
OHC: x=40% for buildings with less than 6,000 square feet of floor area; 25% for buildings with more than 6,000 square feet of floor area or located more than 75 feet from a lot line.

d. Alley facing façade coverage. Facades facing alleys shall provide windows along x% of the length of the alley-facing façade and along y% of the overall wall area of the alley-facing façade. Wall area shall be measured to a height of 10'-0" above the finished grade.

Response: ***We request a variance on alley-facing facade window coverage. We propose a substantial adaptive reuse project that will dramatically increase facade openings and transparency to pedestrian-friendly N. Holly Street & NW 3rd. Avenue. We are also adding a 1,504 sq. ft. rooftop terrace that enhances pedestrian value. Adding windows to the alleyway facade would limit our brewery use on the interior wall facing the alleyway. There is also a sizable, existing electrical utility pole and gas meter adjacent to the alley façade near its intersection with N. Holly Street.***

CC, TC: x=50%; y=25%
OHC: x=30%; y=20%

Standards

Applicability

2. Building entries and doors

a. Orientation. All buildings shall have a prominent entry oriented to and directly connected to the sidewalk. When buildings are set back from the sidewalk, a direct, perpendicular connection between the building and the sidewalk is required. Additional customer entries may be provided and serve as principal entries (e.g., oriented to parking areas to the side or rear of buildings) and treatment of these entrances with awnings, lighting, signage, etc. is required. (See Figure 36) (CC, TC)

Response: ***The proposed building's entries are oriented to and directly connected to the sidewalk.***

b. Transparency. The street-facing building entry door on all buildings should be comprised of at least 40% transparent glass. The entry door includes any flanking or transom windows. (See Figure 37) (CC, TC, OHC)

Response: ***The proposed building's entry doors (including transoms) are comprised of over 40% transparent glass. The three future retail entrances along NW 3rd Avenue are comprised of 50% transparent glass. The future brew pub entrance along N. Holly Street is comprised of over 60% transparent glass.***

c. Flanking or transom windows. Commercial and mixed-use building doors shall include flanking glass windows on either side of the principal door and/or clerestory/transom windows. (See Figure 38). (CC, TC, OHC)

Response: ***All the proposed building's entry doors each have flanking glass windows to the side of the door; the N. Holly Street entrance also has transom windows above.***

d. Design features. Commercial and mixed-use building entries must comply with at least x of the following: (CC: x=3; TC: x=2; OHC: x=2)

(1) Recessed entries. If recessed, principal entries shall be recessed a minimum of 3 feet into the building façade (see Figure 39).

Response: Not Provided

(2) Awnings or canopies. These may be used to provide weather protection and a visual element and meet standards (see Figure 40).

Response: ***The proposed building has 4'-0" projecting metal canopies along both street-facing facades.***

(3) Architectural features. Principal entries may be reinforced with prominent architectural features such as towers, turrets, increased heights, articulated parapets, large storefront windows and doors, or entry awnings (see Figure 41).

Response: ***The proposed building's principal entry along N. Holly Street utilizes a textural decorative masonry wall treatment and contrasting colors as its prominent architectural feature.***

(4) Decorative features. Entries may be reinforced through the use of decorative exterior light fixtures (i.e., wall sconces) or decorative features (see Figure 42).

Response: ***The proposed building's principal entry along N. Holly Street utilizes exterior light fixtures as decorative features. The three future retail entrances along NW 3rd Avenue utilize under-canopy lighting and a natural wood soffit to visually accentuate the entries.***

(5) Engaged columns or piers may be used to reinforce and highlight entries (see Figure 43).

Response: Not Provided.

(6)Use of blade signs.

Response: ***The three future retail entrances along NW 3rd Avenue utilize blade signs as decorative features.***

Standards

Applicability

3. Transition areas. One of the following design elements (a or b) is required for buildings that span more than 75% of a city block or 350 feet. The City encourages smaller property owners to work together to collaboratively provide similar features in other areas.

CC only;

Encouraged but not required in the TC or OHC

a. Arcades as defined in section 16.41.060 and that meet all of the following standards:

(1) Front entries must be set back a minimum of 6' (clear) behind an arcade that is located at the front property line or the adjusted property line.

(2) Spacing between columns and/or posts along building be a minimum of 10' (clear) and a maximum of 25' (clear). (See Figure 44)

b. Courtyards or plazas that meet all of the following standards (see Figure 45):

(1) Courtyards or plazas shall be located along the sidewalk-facing façade of the building within the front setback. Internal courtyards may be provided but will not satisfy these requirements.

(2) Courtyard-facing facades shall include windows along a minimum of 50% of the length of the ground level courtyard-facing façade, and along 25% of the overall courtyard-facing wall area.
(3) Courtyards/ plazas shall incorporate special paving (see Figure 46) and/or landscaping.
(4) Courtyards/plazas shall provide seating, including but not limited to benches, tables, planter boxes, and other design elements.
Response: Not Applicable. The proposed building does not span more than 75% of a city block or more than 350 feet.

Standards
Applicability
4. Additional standards for residential-only buildings.
TC
a. Weather protected entries. Residential only buildings with ground floor units must provide covered, weather-protected front entries for individual units on the ground floor. Weather-protected entries may take the form of awnings, canopies, or building overhangs such as eaves extending over front doors, covered front porches, or inset front doors (see Figure 47). Awnings or canopies must be a minimum of 5 feet deep.
b. Entries or porches. Ground floor units in residential buildings shall include individual entry or porches for each unit which are oriented to the sidewalk.
c. Connection to sidewalk. Ground floor residential units must include a direct, perpendicular pedestrian connection to the sidewalk.
d. Lobby entrances. All lobbies leading to residential units must orient the principal lobby entrance to the sidewalk, and maintain a direct perpendicular connection to the sidewalk.
e. Window coverage. Transparent windows shall be used along a minimum of 50% of the length of the ground-level primary and secondary street-facing façades, and along 50% of the overall street-facing wall area. Ground level walls include all exterior wall areas up to 10 feet above the finished grade.

B. Cohesive architectural elements standards.
1. Intent. Build upon downtown Canby's traditional architectural vernacular by incorporating cohesive and repetitive architectural elements into the ground floor of street facing facades.
2. Design standards and applicability.
Response: Not Applicable.

Standards
Applicability
1. Architectural bays

a. Bay divisions. Ground floors of commercial and mixed-use buildings shall be divided into distinct street-facing architectural bays that are no more than x feet on center. (See Figure 48). For the purpose of this standard, an architectural bay is defined as the zone between the centerlines of two columns. Applicants are encouraged (but not required) to divide the ground floor into an odd (rather than even) number of architectural bays. (CC, TC: x=30; OHC: x=50)

Response: ***The existing building does not have structural bays expressed on its exterior walls. The large wall openings that the project adds to the existing building provides the impression of architectural bays that are under 30 feet on center along both street-facing facades.***

b. Height of bays. For large single-story buildings (greater than 6,000 square feet), taller than 16 feet, design and decorative elements required in sections 3, 4 and 5 will extend to the top of the ground floor (i.e., just below the roof, cornice or parapet). (OHC)

Response: Not Applicable in the CC zone.

c. Design elements. Each architectural bay within a commercial or mixed-use building shall incorporate at least x of the following elements (see Fig 49): (CC: x=3; TC: x=2; OHC: x=2)

(1) Engaged columns or piers.
(2) Transom windows over doorways.
(3) Storefront cornice or beltcourse
(4) Canopies, awnings, or overhangs provided along a minimum of 50 percent of the overall street-facing building length.
(5) Storefront frieze or sign band.
(6) Bulkheads.

Response: ***The proposed building's primary street-facing facade (NW 3rd Ave) provides architectural features other than those listed in item c. We request a variance on the Design Elements requirements along NW 3rd Ave.***

The proposed building's secondary street-facing facade (N. Holly St.) provides (#1) engaged piers at the textural decorative masonry wall treatment, (#2) transom windows over doorways, and (#3) a sign band.

d. Decorative accents. Each architectural bay within a commercial or mixed-use building shall incorporate at least x of the following elements (See Figure 50): (CC: x=3; TC: x=2; OHC: x=2)

(1) Projecting window sills (12 to 24 feet above grade).
(2) Window mullions.
(3) Building lighting (minimum of 2 lights), including wall sconces, pendants, gooseneck fixtures, or lighting recessed into awnings. Wall-mounted fluorescent lights and internally lit awnings are not permitted.

(4) Medallions (minimum of 2).
(5) Projecting or blade signs (8 to 12 foot clearance from bottom of sidewalk).
Response: ***The proposed building provides (#1) window mullions, (#2) lighting fixtures, and (#3) blade signs within each architectural bay.***

C. Integrated building façade standards.

1. Intent. Build upon Canby's traditional downtown architecture by creating an attractive and unified building façade that celebrates ground floor activities, the top of the building (where the edifice meets the sky), and everything in between.

2. Design standards and applicability.

Standards

Applicability

1. Distinct base, middle, and top of building

a. All buildings (regardless of height or number of stories) shall have a clear and distinct base, middle and top to break up vertical mass. (See Figure 51). Buildings must utilize horizontal bands and/or changes in color, material, form and/or pattern to differentiate the base, middle, and top of the building subject to the following requirements. These elements are required on all street facing facades and the side of the building on which the primary entrance is located if it does not face a street. (CC, TC, OHC)

(1) Horizontal bands or other changes in pattern or material shall be a minimum of 8 inches high (the length of a standard brick) and must project a minimum of 3/4 to one inch from the building face.

(2) Changes in building massing and form may also be used to differentiate a building's base, middle, and top. This may include architectural setbacks or projections, measuring a minimum of 3 inches (see Figure 52).

Response: ***The proposed building provides a distinct base, middle, and top by adding to the existing masonry building, a second story roof terrace and a prominent, exposed architectural heavy timber roof structure visible from adjacent streets and the park. The existing masonry walls provide the design's base element, a light-colored and carved-out mass that grounds the overall design. The roof terrace level, defined by its distinct "V" column structure and its darker, contrasting color palette makes up the middle element of the building. And the sloped, heavy timber roof structure covering the roof terrace level, extending approximately 20 feet over the terrace area, and rising approximately 16 feet above the terrace level provides a distinct building top.***

2. Ground floor design elements

a. The ground floor of the building shall range from 12 feet to 16 feet in height and shall be broken up into three distinct areas – a base/bulkhead, middle, and top

(See Figure 53). This requirement applies to all street facing facades and the side of the building on which the primary entrance is located if it does not face a street. (CC, TC;
(commercial and mixed use buildings only)

Response: ***The proposed building provides a distinct base, middle, and top at both street-facing facades, see items b, c, & d below.***

b. Ground floor "bulkhead/base". The "base" of the ground floor facade extends from the top of the finished grade or sidewalk to the bottom of the window sill. It shall contain at least x of the following elements (See Figure 54): This requirement applies to all street facing facades and the side of the building on which the primary entrance is located if it does not face a street. (CC: x=2; TC: X=1) (commercial and mixed use buildings only)

(1) Projected window sills, 12 to 24 inches above.

(2) Bulkhead (the area directly below the projected window sill) should typically be constructed of concrete, brick, or stone. This element serves to anchor the facade to the ground, and with the exception of the entry door, this element usually extends the length of the elevation.

Response: ***The proposed project is an adaptive reuse which utilizes the existing masonry walls which has no bulkhead. The proposed project includes cutting the "bulkhead" area of the existing ground floor masonry wall to add several glazed building entries and several large, roll-up glazed doors along both N. Holly St. and NW 3rd Ave. sidewalks. The proposed building design helps define a bulkhead by adding horizontal window sill elements at existing and new window openings in a contrasting color that project 1" from the primary masonry wall.***

c. Ground floor "middle". The middle of the ground floor is typically comprised of storefront windows and shall contain at least x of the following elements (see Figure 55): This requirement applies to all street facing facades and the side of the building on which the primary entrance is located if it does not face a street. (CC: x=2; TC: x=1)
(commercial and mixed use buildings only)

(1) Integrated window mullions.

(2) Window plant box (minimum of one pair).

(3) Decorative building light fixtures, sconces, or medallion (minimum of one pair).

Response: ***The proposed building design defines the ground floor's "middle" by providing over 135 lineal feet of new storefront windows and storefront doors, with (#1) integrated window mullions. (#2) Decorative wall sconce style lighting and under-canopy lighting fixtures are provided at street-facing facades.***

d. Ground floor "top". For a multi-story building, the "top" of the ground floor facade is the area between the storefront and the upper stories of the building

and shall contain at least x of the following elements (See Figure 56): This requirement applies to all street facing facades and the side of the building on which the primary entrance is located if it does not face a street. (CC: x=3; TC: x=2)

(commercial and mixed use buildings only)

(1) A marquee or projecting or blade sign that extends in a minimum of 5 feet perpendicular manner from the building façade (the bottom of the marquee or sign shall be 8 to 12 feet above grade).

(2) Sign frieze.

(3) Storefront awning or canopy. The bottom of the awning or canopy shall be 8 to 12 feet above grade.

(4) Storefront cornice or belt course.

(5) Transom window(s).

Response: ***The proposed building design defines the ground floor's "middle" by providing (#1) a sign frieze above the principal entry along N. Holly Street, as well as (#2) a storefront canopy, and (#3) a transom window. At the NW 3rd Avenue façade, the ground floor's "middle" is defined by (#1) blade signs and (#2) storefront canopies at each of the three future retail entrances, and (#3) transom windows at the large, roll-up glazed doors.***

3. Middle of building design elements

a. The middle of the building should be differentiated from the bottom and top by at least x of the following design elements (see Figure 57): (CC: x=2; TC: x=1)

(buildings of 2 or more stories only)

(1) Residential windows, which are smaller than ground floor windows, and oriented vertically at a ratio of approximately 2:1. Individual vertical windows may be organized into larger window assemblies.

(2) Balcony.

(3) Step back.

(4) Signage band.

Response: ***The proposed building design defines the building's "middle" by providing (#1) a roof terrace (balcony) that is (#2) stepped back from the ground floor level.***

4. Top of building design elements.

a. Roof forms may be flat or sloped. Requirements for chosen roof forms are as follows: (CC, TC, OHC)

Response: ***The proposed building's primary roof is a flat roof with parapets at all four building sides. The proposed building also has a sloped, heavy timber roof structure to substantially cover the project's roof terrace.***

b. Flat roofs. All flat roofs shall employ a detailed, projecting cornice or projecting parapet to visually "cap" the building and meet all of the following requirements: (CC; TC; OHC)

(1) Cornices shall project horizontally a maximum of 3 feet (see Figure 58).

(2) Parapets must be a minimum of 24 inches in height. Parapets must include a cornice, molding, trim, or variations in brick coursing (see Figure 59).

(3) Cornices and parapets shall wrap around all sides of the building visible from any adjacent street or parking area.

Response: ***The proposed building utilizes the existing building's masonry walls which have a parapet at least 24" in height at all four sides. Each parapet has a visually contrasting metal "cap" that is visible from adjacent streets.***

c. Sloped roofs must meet all of the following requirements: (CC; TC; OHC)

(1) All sloped roofs shall provide a minimum 1-foot overhang.

(2) All sloped roofs must have a minimum slope of 4:12 (see Figures 14 and 60).

Response: ***Above the main flat roof and setback from the parapets, the proposed building provides a sloped, heavy timber roof structure to substantially cover the project's roof terrace. This roof extends approximately 20 feet over the terrace area below and rises approximately 16 feet above the terrace making the heavy timber roof structure a prominent architectural element and visible from adjacent streets and the park. The shingled top surface of this roof is not prominent, focused away from the main corner of the building and out of view.***

d. Roof top gardens are encouraged on flat roofs, as they help to manage stormwater run-off that would otherwise go into storm sewers, and eventually rivers and streams. Roof gardens with plant materials that are visible from the sidewalk and the street are particularly encouraged. (See Figure 61). (CC; TC; OHC)

Response: ***Due to the limitations of the existing roof structure, the project does not include roof top gardens.***

D. Corner intersection standards.

1. Intent. Create a strong architectural statement at street corners to create a strong identity. Establish visual landmarks and enhance visual variety.

2. Design standards and applicability.

Standards

Applicability

1. Corners

a. Commercial and mixed-use buildings located on corner lots must address the corner by employing one of the following: (CC)

(1) Chamfer the corner of the building (i.e., cut the building at a 45 degree angle for a minimum of 10 feet) (see Figure 62).

(2) Incorporate an arcade at the corner as a way of creating a semi-public zone (see Figure 62).

(3) Using special paving, plantings, or lighting, create a formal gathering space at the corner by notching the building so it operates as an extension of the sidewalk (see Figure 63).

(4) Employ prominent architectural elements within 25 feet of the corner to highlight the corner of the building, such as increased building height or massing, turrets, cupolas, a pitched roof, or other prominent features (see Figure 63).

Response: ***The proposed building is located on a corner and addresses the corner by providing a roof top terrace with a visibly prominent heavy timber roof structure and architectural guard railing visible from adjacent streets. The corner of the building will be activated by persons enjoying the roof terrace space and the views to adjacent city blocks, including the adjacent park space.***

E. Materials standards.

1. Intent. Use building materials that evoke a sense of permanence and are compatible with Canby's business areas and the surrounding built environment.

2. Design standards and applicability. Materials allowed in the CC, TC and OHC sub-areas are summarized in the following table in terms of primary, secondary and accent materials. **Other materials may be permitted through the design review process described in Chapter 16.49.**

Standards	CC	TC	OHC
Primary materials – 70% or more of building façade, excluding windows and transparent doors. *Response:* ***Over 70% of the building's materials consist of the existing concrete masonry walls or the new decorative masonry block entry portal at N. Holly Street.***	Brick Stone Stucco/EIFS	Brick Stone Stucco/EIFS Wood siding Hardy Plank	Brick Stone Stucco/EIFS Wood siding Hardy Plank Split-face CMU Tilt-up concrete Spandrel glass curtain walls

Secondary materials – up to 25% of building façade, excluding windows and transparent doors. *Response:* ***Less than 25% of the building's materials consist of cementitious (Hardie) plank siding.***	Brick Stone Stucco/EIFS CMU (split and ground face) Concrete Wood siding Hardy Plank Spandrel glass curtain walls	Brick Stone Stucco/EIFS CMU (split and ground face) Concrete Wood siding Hardy Plank Spandrel glass curtain walls	Brick Stone Stucco/EIFS CMU (split and ground face) Concrete Wood siding Hardy Plank Spandrel glass curtain walls
Accent materials – up to 10% of building façade, excluding windows and transparent doors. *Response:* ***Less than 10% of the building's accent materials consist of natural stained and sealed wood plank cladding and pre-finished metal trim.***	Brick Stone Stucco/EIFS CMU (split and ground face) Concrete Wood siding Hardy Plank Spandrel glass curtain walls Metal Ceramic tile Wood, vinyl and/or metal for trim	Brick Stone Stucco/EIFS CMU (split and ground face) Concrete Wood siding Hardy Plank Spandrel glass curtain walls Metal Ceramic tile Wood, vinyl and/or metal for trim	Brick Stone Stucco/EIFS CMU (split and ground face) Concrete Wood siding Hardy Plank Spandrel glass curtain walls Metal Ceramic tile Wood, vinyl and/or metal for trim
Roof materials (sloped roofs only) *Response:* ***The proposed building's sloped roof utilizes asphalt shingles. The shingled top surface of this roof is not prominent, focused away from the main corner of the building and out of view.***	Metal Wood shingles Tile	Metal Wood shingles Tile Asphalt shingles	Metal Wood shingles Tile

F. Color palette

1. Intent. Use colors on buildings that are generally compatible with Canby's business areas and the surrounding built environment.

2. Design standards and applicability. Applicants are strongly encouraged to use colors from, or consistent with, the Sherwin-Williams Arts and Crafts color palette (i.e. with the same paint color codes). Additional information about this color palette is available from the City of Canby, Canby Business Development and/or the Sherwin-Williams Web site. (Ord. 1296, 2008)

Response: ***The proposed building's color palette is neutral and simple. And while not a direct match to the Sherwin-Williams Arts and Crafts color palette, the project's proposed colors, "Triton Black" (SW 6258) and "Pure White" (SW 7005), are similar to Arts and Crafts accent colors, "Roycroft Bronze Green" (SW 2846) and "Classic Light Buff" (SW 0050), respectively. A third color in the proposed project is the natural wood tones which will be highly visible at the heavy timber roof structure covering the roof terrace level, and at the underside of the (3) entry canopies of the retail spaces along NW 3rd Avenue.***